



RENO POLICE DEPARTMENT

Internal Affairs Division



Annual Report
2013

*Your Police,
Our Community*

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I. Introduction

The Reno Police Department prides itself on being a leader in the policing industry and modeling a philosophy that includes community participation, intelligence led policing, decentralized decision making and a problem solving ideology.

Reno Police Department Mission Statement

We are committed to partner with our Community to create a safe city by providing the highest level of police services.

This mission is supported by the Reno Police Department's Core Values:

- **Respect** - Treating everyone with dignity, empathy and fairness.
- **Integrity** - Service that demonstrates honesty, professionalism and dedication in all actions.
- **Fairness** - Consistent, ethical and impartial treatment of everyone
- **Service** - Proactively respond to the changing needs of the Community and department through open communication, accountability and professionalism

Understanding the mission and values, we felt a need to focus our efforts and create a foundation we call our Guiding Principles. These Guiding Principles help us continually focus, evaluate and improve our service to the community. The Guiding Principles are:

- **Community Oriented Policing and Problem Solving**
- **Customer Service and Personnel Safety**
- **Family Enrichment**
- **Intelligence Led Policing**
- **Innovation and Technology**
- **Organizational Leadership**

The Mission, Values and Guiding Principles are designed to support and foster the vision that has been set forth for our organization. **That vision is:**

The Reno Police Department will be totally integrated into the community and viewed as a model of policing excellence

We also understand, for these philosophies to be successful, we have to have a sound communication plan to effectively communicate with each member of this community and our department, we have to be accountable for our actions and earn the public's trust through maintaining the highest standards of ethical policing, and we have to be consistent and fair in our practice.

One component of our Police Department's success is the support that has been garnered through community interaction and a transparency in departmental operations. One of the mechanisms modern police agencies institute to provide the requisite transparency, for city government and to the public it serves, is a committed Internal Affairs Division. In keeping with departmental values, the sworn and civilian staff assigned to the Reno Police Department's Internal Affairs Division has adopted the following mission statement:

The Internal Affairs Division will preserve the public's trust and confidence in the Reno Police Department by conducting thorough and impartial investigations of alleged employee misconduct, by providing proactive measures to prevent such misconduct, and by always maintaining the highest standards of fairness and respect towards citizens and employees.

Police Officers are expected to diagnose situations that they encounter within a few short moments and take the most appropriate course of action. Most encounters result in positive experiences, however, there are a limited number of situations, officers may use their authority inappropriately, or citizens may believe that police officers have exceeded their authority or have simply not treated them properly.

The Reno police department has established a system of accountability to be responsive to the community, as well as to our personnel. The Internal Affairs Division reports directly to the Chief of Police. This division consists of a Deputy Chief, a Lieutenant, two Detective Sergeants, and one professional support staff member. Under the direction of the Chief of Police, the division has the responsibility to conduct investigations into complaints of employee misconduct from both inside and outside the department. This includes police officers and professional personnel. The division also has the responsibility for monitoring investigations of alleged employee misconduct that are being conducted by an employee's direct supervisor.

The Lieutenant assigned to the Internal Affairs Division also manages the Department's Training Division which gives the Department the ability to quickly react to training opportunities or policy deficiencies that are identified during an investigation.

II. Annual Report – Purpose

This Annual Report has been produced by the Reno Police Department Internal Affairs Division. It has been created to serve many purposes, a number of which are outlined below:

Accountability for misconduct

This report outlines information about administrative and citizen complaints received during calendar year 2013. The report highlights statistics on the classification of formal complaints, a breakdown of the allegations made and the disposition of complaints.

Keeping a record

This report contains information covering a five year period from 2009 through 2013 to provide a basis of comparison. It allows a historical view over a period of time and helps to identify trends which may be present, involving both specific officers and/or types of misconduct. Keeping an ongoing record provides an opportunity to recognize issues that may impact the Department and the Community, and correct them as soon as possible.

Identifying patterns related to policy, training or supervision

Not all complaints stem from misconduct by police officers. They may stem from acts driven by policy, training or the supervision of the officers. An annual and historical review of not only citizen and internal complaints, but also use of force incidents, traffic accidents and vehicle pursuits allows the Department and City officials to evaluate their service delivery systems and methods.

Early Intervention

The law enforcement profession is constantly changing. As part of this paradigm shift we are constantly evaluating the data to identify emerging trends and take proactive action to correct inappropriate behavior. The idea is to anticipate situations which may create future complaints and to eliminate the potential causes before they occur.

Building trust

Many people are unaware of the responsibilities and actions of the Internal Affairs Division. Officer misconduct is seldom visible in the media and often only relayed in conversations with those who may have filed a complaint. An Annual Report provides some transparency to the process and helps to overcome community suspicion by providing information regarding the complaint process, types of complaints received and their ultimate outcomes.

Providing a different perspective

Finally, the Annual Report shares information about the investigative process and certain guidelines that must be followed. It also provides information about the process that the Department may use to evaluate sustained cases, to include identifying training needs or discipline recommendations.

III. The Complaint Process

Making a Complaint

Complaints against employees of the Department can be made in several ways. All employees of the Police Department have the responsibility for taking a complaint. A complaint may be lodged against any employee of the Reno Police Department, in person, by the telephone, by e-mail or by standard mail using the information provided in Appendix A. When complaints are initiated outside the normal business hours of Monday through Friday, 7:30 a.m. to 4:30 p.m., the information will usually be taken by an on-duty supervisor and referred to the Watch Commander.

Complaints will be accepted from any person regardless of race, color, sex, religion, sexual preference, age or standing in a criminal case. A complaint may be anonymous but must allege definite improper action, give sufficient particulars to make an investigation feasible, and must be reviewed by the Chief of Police/designee for determination as to the extent of the investigation.

All employees within the department have access to the Language Bank to allow translation services for those people with limited English speaking proficiency who wants to file a complaint.

Types of Complaints

Internal Affairs Complaints (IA's) – are complaints that are initiated from a non-employee, usually a citizen, regarding the actions of an employee. Internal Affairs complaints are generally categorized in two ways:

Formal – A formal complaint generally involves a written, signed Personnel Complaint Form and/or a taped statement of the allegation. A verbal statement, even though not taped, may constitute grounds for a formal investigation.

Informal – An informal complaint, verbal or written, is an allegation of minor misconduct, being made for informational purposes that can normally be resolved at the time the complaint is made. Informal complaints are generally investigated by the employee's direct supervisor.

Administrative-Directed Investigations (ADI's) – are complaints initiated within the police department by an employee against another employee, most often by a supervisor regarding the actions of a subordinate. These are generally investigated by Internal Affairs.

Investigative Process

A determination as to who will investigate a citizen complaint is made based upon which of the following categories they fall within:

Category I - generally require investigation by the Internal Affairs Division:

- a. Criminal Conduct/Code of Conduct
- b. Discrimination
- c. Dishonesty
- d. Excessive Force
- e. False Arrest
- f. Improper Tactics
- g. Racial/ethnic slurs
- h. Firearms and Shooting Policy
- i. Improper Search and/or Entry
- j. Sexual Harassment

The Chief of Police will have the discretion to assign any complaint as a Category I investigation.

Category II - generally will be investigated by the involved employee's immediate supervisor. Complaints/Investigations falling into this category will be referred by Internal Affairs, with the approval of the Chief of Police, to the appropriate Division. Assignment of the investigating supervisor will be determined by the Division Supervisor.

- a. Discourtesy
- b. Improper Procedure
- c. Performance of Duty
- d. Accident

Category III - generally involve cases where a citizen is requesting a policy or procedure clarification. The Chief of Police will direct the complaint to the involved employee's Division Supervisor or the Internal Affairs Unit.

All formal disciplinary investigations must follow guidelines established by state laws and Department policy. The Nevada Revised Statutes, Section 289, Rights of Peace Officers (<http://leg.state.nv.us/NRS/NRS-289.html>), is the state law that dictates how Internal Affairs Investigations are conducted. These investigations are considered confidential.

When a complaint is investigated by Internal Affairs, the following procedures are followed:

- The Internal Affairs investigator contacts the complainant and arranges an appointment for an interview.
- A detailed statement is taken from the complainant. This statement is most often tape-recorded to create a permanent and accurate depiction of the conversation.
- Generally, the interview is conducted at the Internal Affairs Division office. However, at times, interviews can be conducted at a complainant's home or business. Interviews are also conducted at the County Jail; therefore, mere incarceration does not preclude a citizen's complaint from being heard.
- The same procedure is used for all witnesses and officers involved in the case. It is preferred that all statements are tape-recorded, transcribed, and assembled in a case file for later review.

Disposition Classification

Upon completion of all interviews and a review of any evidence, the Internal Affairs investigator writes a report presenting a finding based upon the information presented. These investigations will typically conclude within 90 days of the original complaint. Each complaint will receive one of six possible findings:

Unfounded – When the investigation indicates that the alleged acts did not occur.

Exonerated – When the investigation indicates that the act occurred, but it was lawful, proper, justified and/or in accordance with departmental policies, procedures, rules and regulations.

Not Sustained – When the investigation discloses that there is insufficient evidence to prove or disprove the allegations made.

Sustained – When the investigation discloses by a preponderance of evidence that the act did occur and was in violation of departmental policies, procedures, rules or regulations. Sustained allegations include misconduct which falls within the broad outlines of the original allegations(s).

Misconduct not based on the complaint – When the investigation discloses sustainable misconduct that was not part of the original complaint.

Closed – When the investigation cannot be processed further due to the lack of cooperation by the complainant, or when the Chief of Police/designee determines that the action in the complaint does not fall within the administrative jurisdiction of the department. A closed investigation may be re-opened upon direction of the Chief of Police/designee.

Disciplinary Review Board

The Reno Police Department utilizes a Disciplinary Review Board for recommending discipline for cases involving police officers. The Disciplinary Review Board's primary purpose is to ensure consistency and fairness in the personnel investigation process and application of discipline. The Board formally reviews the investigation completed by Internal Affairs or staff within divisions. Based on these reviews, the Board can direct further investigation, recommend a level of discipline and or training for sustained allegations of inappropriate conduct.

The Disciplinary Review Board is comprised of five members of the department. A Deputy Chief sits as the chair and only votes to break a tie, a Lieutenant, a Sergeant and two Officers, a representative from the Reno Police Protective Association also sits in as a monitor. The Reno Police Department follows a progressive discipline approach; however, there may be instances where deviation from that policy is warranted. Types of disciplinary action may include:

Training - Employee training can be recommended based on a sustained complaint where a specific training deficiency has been identified.

Documented Oral Counseling - Documented Oral Counseling is the first step in the progressive disciplinary process and is intended to address relatively minor infractions.

Written Reprimand - A Written Reprimand is a formal written notice for specific failure(s) in performance, regarding departmental policies, rules and/or regulations. It is the second step in the progressive disciplinary process and is intended to provide the employee with a written record outlining specific corrective action.

Suspension - Suspension relieves an employee from duty for a specified period of time without pay. This is a severe disciplinary action for violation of established rules or after written reprimands has been given and no change in performance has resulted. It is normally the third step in the progressive discipline process.

Demotion - Demotion is placing an employee in a position of lower responsibility and pay. It will normally be used only when an otherwise good employee is unable to meet the standards required for a higher position.

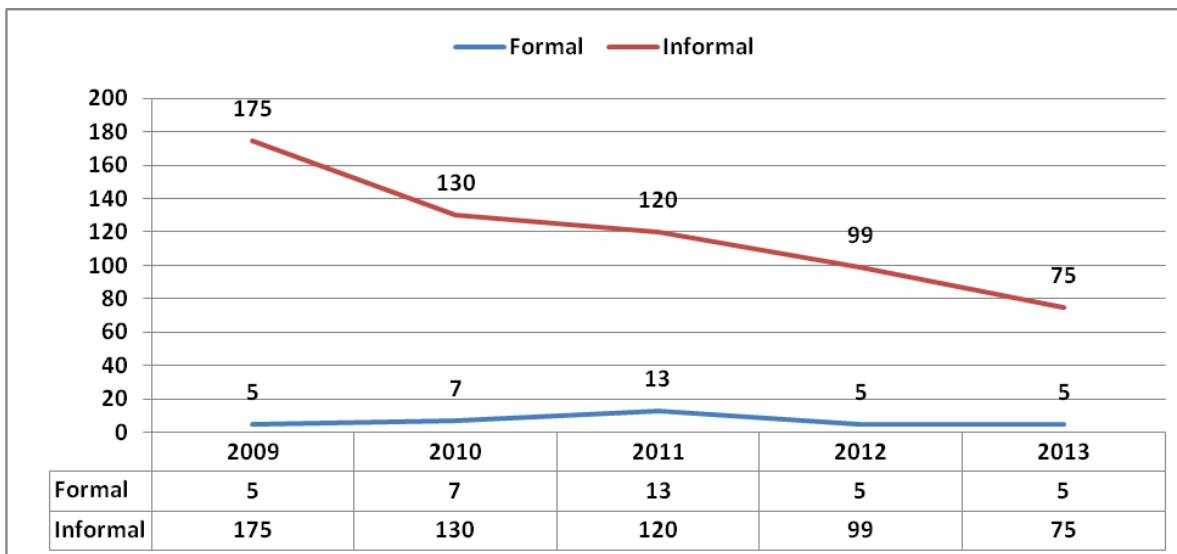
Termination - Termination is the most severe disciplinary action that can be taken. Such disciplinary action usually occurs when previous discipline has been imposed and there has been no or inadequate change in performance or behavior. It also may occur when the employee commits an offense so serious that continued employment is inappropriate.

Chief of Police Review

After reviewing each case, the Disciplinary Review Board will forward their recommendations to the Chief of Police. The Chief of Police will consider Board discipline recommendations; however, the Chief of Police has the final authority to determine the level of discipline.

IV. Citizen Complaint Overview – 2013

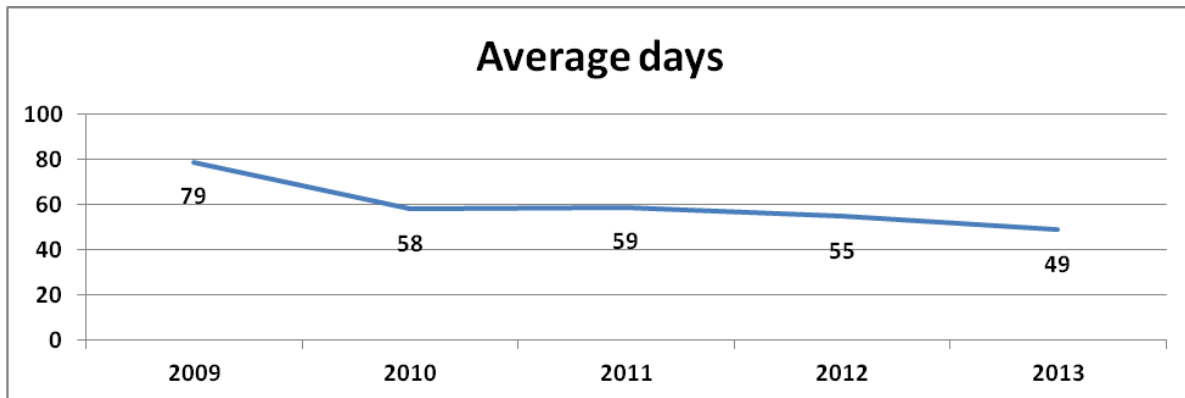
Formal complaints are generally reviewed by Internal Affairs. Over the past 5 years the number of informal complaints has seen a steady decrease, while formal complaints remain relatively static, with the exception of 2011, when an executive decision led to dividing one complaint into several investigations based on the totality of circumstances involved.



Informal complaints, category II and category III, are generally assigned to the involved employee's immediate supervisor for review and action if needed. Since these supervisors spend the bulk of their time with that officer, it makes sense to have their direct supervisor contact, monitor and work with the officer to address any concerns that may or may not be identified to prevent future problems.

Formal Citizen Complaint details - 2013				
#	Allegations	Officers	# Days	Findings
1	Code of Conduct Values and Ethics	2	143	Sustained
2	Code of Conduct Values and Ethics	1	19	Exonerated
3	Code of Conduct Values and Ethics/Discrimination	1	56	Not Sustained Exonerated
4	Code of Conduct Values and Ethics	1	8	Exonerated
5	Search and Seizure/Misuse of Authority	2	18	Exonerated/Unfounded

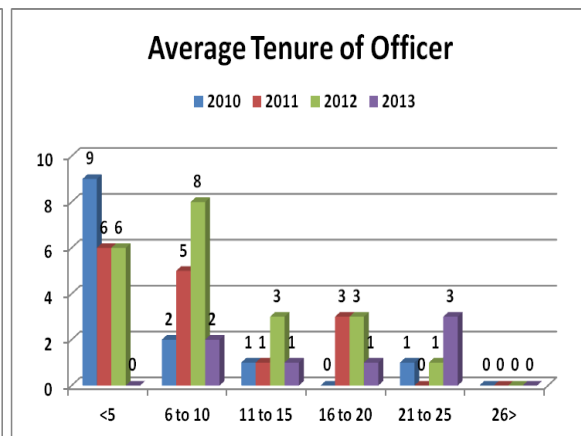
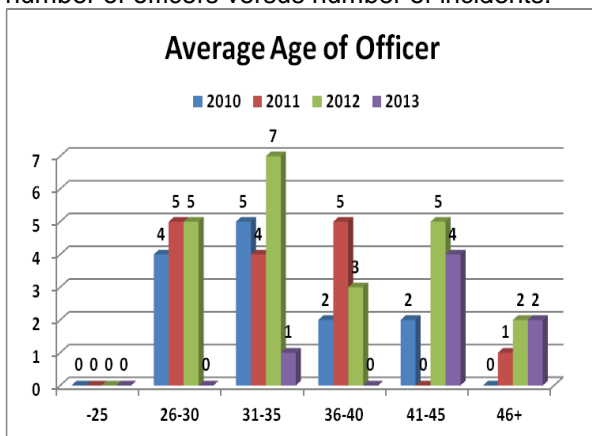
Average Number of Days to Complete Investigation



Citizen Complaints - Age of Involved Employees						
Age	2011		2012		2013	
25 years or younger	0	0%	0	0%	0	0%
26-30 years	5	33%	5	22%	0	0%
31-35 years	4	26%	7	30%	1	14%
36-40 years	5	33%	3	13%	0	0%
41-45 years	0	0%	5	22%	4	57%
46 years or older	1	6%	2	9%	2	29%

Citizen Complaints - Length of Service						
Tenure	2011		2012		2013	
5 years or less	6	40%	6	26%	0	0%
6-10 years	5	33%	8	35%	2	29%
11-15 years	1	6%	3	13%	1	14%
16-20 years	3	20%	3	13%	1	14%
21-25 years	0	0%	1	4%	3	43%
26 years or more	0	0%	0	0%	0	0%

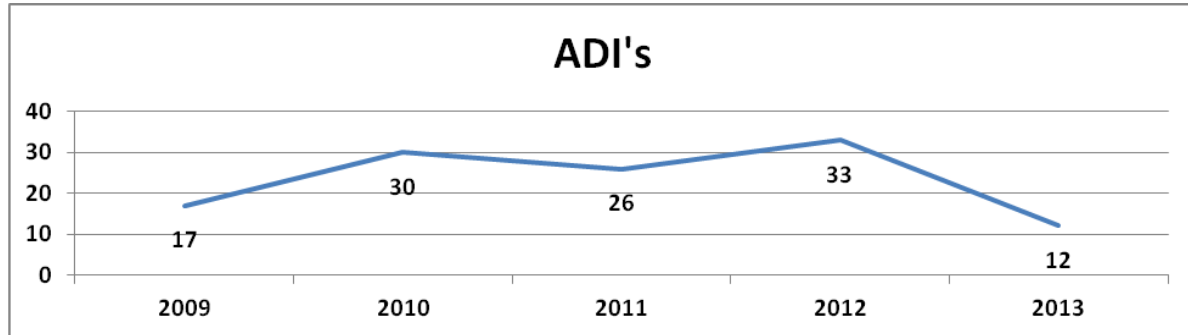
* More than one officer may have been involved in a citizen complaint incident, thus the difference in number of officers versus number of incidents.



V. Administratively Directed Investigation Overview – 2013

Administratively directed investigations are investigations which originate internally within the Department. They involve one employee making a complaint against another, most often a supervisor alleging improper conduct by a subordinate.

Administratively Direction Investigations 2009-2013				
2009	2010	2011	2012	2013
17	30	26	33	12



Administrative investigation incidents received between Jan 1, 2013 - Dec 31, 2013
By Allegation

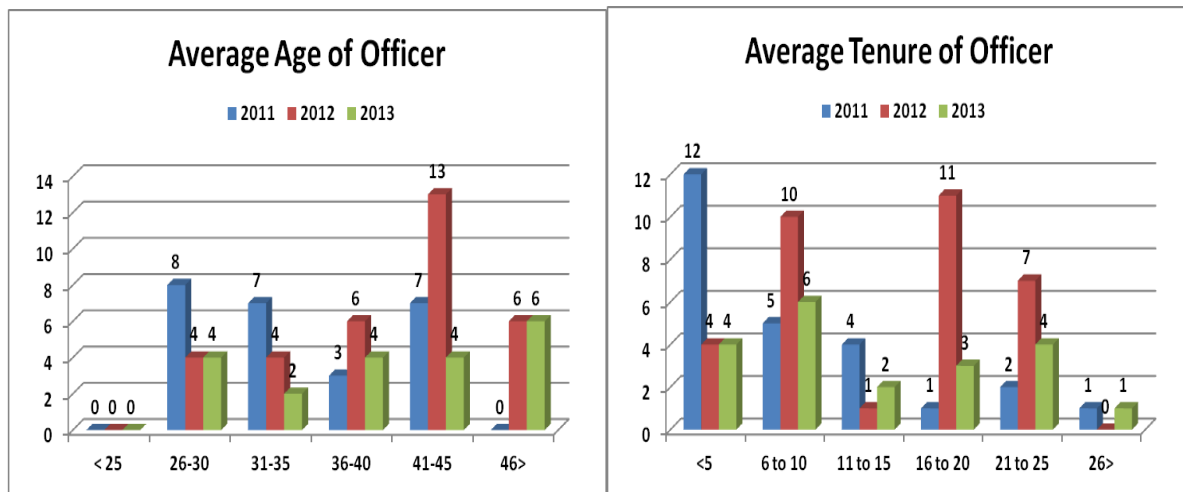
Code of Conduct Values and Ethics:	4	17.39%
Code of Conduct Values and Ethics/adherence to training, use of MDT:	1	4.35%
Code of Conduct Values and Ethics/neglect of duty, personal business	2	8.70%
Discrimination/Harassment:	3	13.04%
Evidence:	3	13.04%
Failure to follow policy:	3	13.04%
Failure to properly report/investigate:	3	13.04%
Insubordination:	1	4.35%
Intox. on duty:	1	4.35%
Police Vehicle Usage and Emergency Vehicle Operation:	1	4.35%

Administrative investigation incidents received between Jan 1, 2013 - Dec 31, 2013
By Finding

[No data entered]:	3	13.04%
Closed:	2	8.70%
Not Sustained:	7	30.43%
Sustained:	11	47.83%

Administratively Directed Investigations – Age of Involved Employees						
Age	2011		2012		2013	
25 years or younger	0	0%	0	0%	0	0%
26-30 years	8	32%	4	12%	4	20%
31-35 years	7	28%	4	12%	2	10%
36-40 years	3	12%	6	18%	4	20%
41-45 years	7	28%	13	39%	4	20%
46 years or older	0	0%	6	18%	6	30%
Administratively Directed Investigations – Length of Service						
Tenure	2011		2012		2013	
5 years or less	12	48%	4	12%	4	20%
6-10 years	5	20%	10	30%	6	30%
11-15 years	4	16%	1	30%	2	10%
16-20 years	1	4%	11	33%	3	15%
21-25 years	2	8%	7	21%	4	20%
26 years or more	1	4%	0	0%	1	5%

*More than one officer may have been involved in an administratively directed investigation, thus the difference in number of officers versus number of incidents.



VI. Use of Force Reporting

The Reno Police Department provides training for all members in the many varied methods of force that could be utilized when affecting an arrest or defending oneself or another. Use of force is the amount of effort required by police to compel compliance from a person; this includes any use of force occurring while the officer is acting in an official law enforcement capacity.

The Reno Police Department recognizes several types of force in order to give the officers the tools needed to overcome resistance with the most minimal amount of force. These include:

Physical Force: Use of any part of the officer's body or the use of police horses or canines to compel compliance.

Chemical Force: Use of any CN, CS, Mace, or OC aerosol or foam spray to compel compliance.

Impact Force: Use of any object, (nightstick, baton, flashlight, other) as a less-lethal weapon to compel compliance.

Electronic Force: Use of any electronic equipment (Taser or similar device) to compel compliance.

Firearms Force: The discharge of any firearm (including less lethal munitions such as 37mm, 40mm, etc.) of any type to compel compliance.

Deadly Force: Any force that creates a substantial risk of causing death or serious bodily harm.

Non-Deadly Force: Any use of force other than that which is considered deadly force. This includes any physical effort used to control or restrain another, or to overcome the resistance of another.

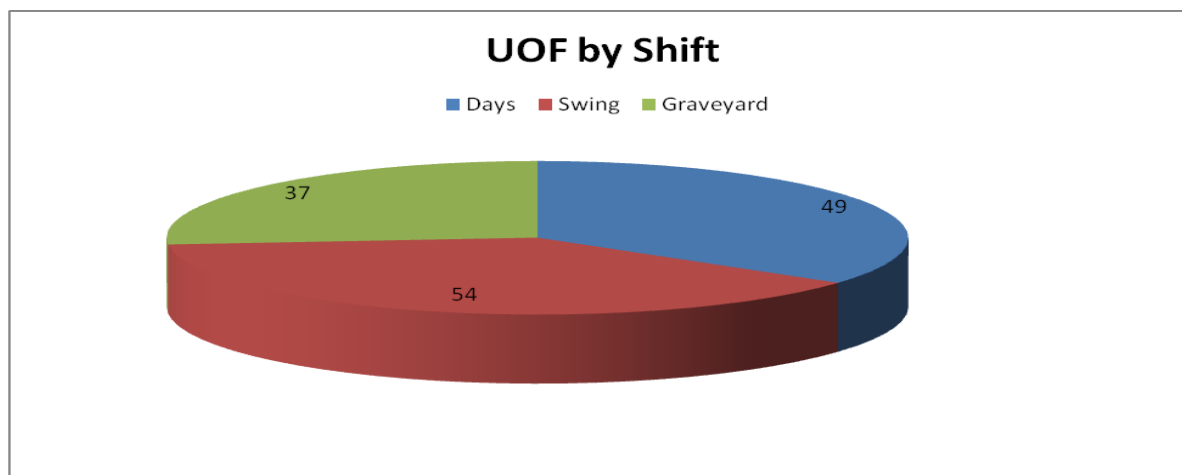
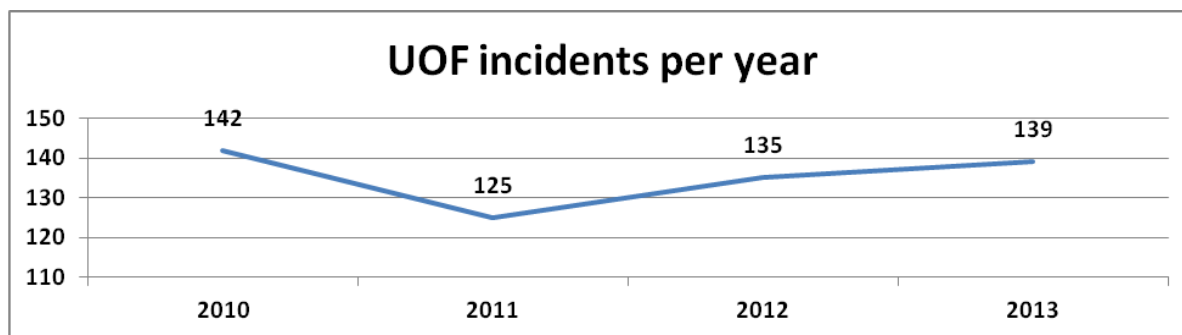
Any time an officer uses force that results in an apparent or claimed injury, or used any impact, chemical, electronic, or firearm force, a use of force report is completed to document the event. These reports are completed by the officer's immediate supervisor and forwarded up the chain of command for review. The Internal Affairs Division is the central collection point for all Use of Force reports. This allows an ongoing review of each report to determine if the use of force was within departmental policy and/or if there are any training needs that have been identified. A use of force incident that appears to fall outside of departmental policy may result in an Administratively Directed Investigation to be conducted by the Internal Affairs Division.

VII. Use of Force Overview – 2013

The Reno Police Department provides ongoing training for all officers in the many various methods of force that could be utilized when affecting an arrest or defending oneself or another.

A Use of Force Report is required in all cases where personnel apply a use of force alternative in response to a suspect's resistance and anytime the officer's response results in an apparent or claimed injury. A Use of Force Report is required in all cases involving the use of a baton, personal weapons, carotid, Electronic Control Device -TASER®, chemical agent, canine, any exceptional use of force, or any firearm discharge, including use of less lethal munitions.

Use of Force Incidents Compared to Arrests				
Year	Total Number of Arrests	Number of Use of Force Reports	% of arrests when force is used	Ratio (1 out of X arrests results in UOF)
2010	11,634	142	1.22%	1:82
2011	10,205	125	1.22%	1:82
2012	12,585	135	1.07%	1:93
2013	12,696	139	1.09%	1:91



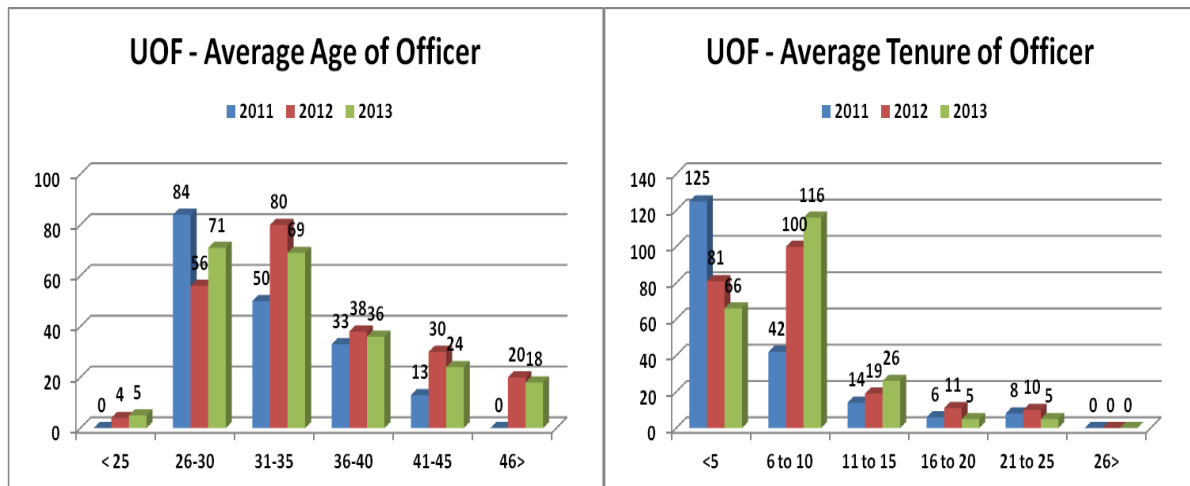
Reason for Use of Force						
	2011 Count	2011 % Total	2012 Count	2012 % Total	2013 Count	2013 % Total
Armed Hostage Situation	0	0%	0	0%	0	0%
Armed w/ Deadly Weapon	7	6%	4	3%	5	4%
Attack on Officer	12	10%	17	13%	8	6%
Barricaded Subject	2	2%	1	1%	1	1%
Flight	19	15%	17	13%	22	16%
Other	6	5%	3	2%	3	2%
Physical Resistance	49	39%	70	52%	72	52%
Suicidal Subject	6	5%	2	1%	3	2%
Threatening to Fight	6	5%	5	4%	7	5%
Threats/Gestures	8	6%	2	1%	8	6%
Uncooperative	10	8%	14	10%	10	7%
Vicious Dog	0	0%	0	0%	0	0%
TOTAL	125	100%	135	100%	139	100%

Use of Force Incidents 2009-2013					
	2009	2010	2011	2012	2013
Total # UOF Incidents	159	142	125	135	139
Total # of Officers Involved	255	240	195	235	225
Types of Force Used 2009-2013					
Asp/Baton	8	17	18	14	9
Carotid	2	7	8	3	3
Handcuff Injury Only	4	0	4	0	1
Handcuff takedown	9	17	8	10	7
K-9	3	1	1	1	1
Less Lethal Munitions	4	5	4	9	0
OC Spray	3	6	6	1	1
Other	15	19	15	13	5
Personal Weapon	25	28	22	26	22
Physical Controls	144	126	77	85	87
Take Down	0	44	67	81	67
Taser	63	22	27	32	19

*from year to year different information is added or subtracted from the report forms which may lead to a deviation in numbers.

**More than one use of force action may be used causing a higher number than total use of force.

Use of Force - Age of Involved Employees						
Age	2011		2012		2013	
25 years or younger	0	0%	4	2%	5	2%
26-30 years	84	44%	56	24%	71	31%
31-35 years	50	26%	80	34%	69	30%
36-40 years	33	17%	38	16%	36	16%
41-45 years	13	8%	30	13%	24	10%
46 years or older	12	6%	20	9%	18	8%
Use of Force - Length of Service						
Tenure	2011		2012		2013	
5 years or less	125	64%	81	35%	66	29%
6-10 years	42	21%	100	43%	116	51%
11-15 years	14	7%	19	8%	26	11%
16-20 years	6	3%	11	5%	5	2%
21-25 years	8	4%	10	4%	5	2%
26 years or more	0	0%	0	0%	0	0%

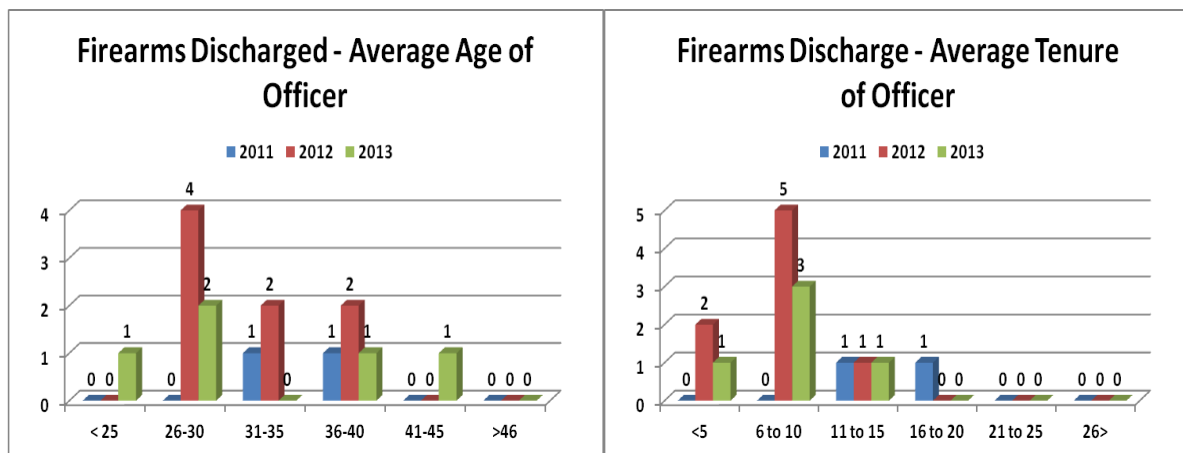
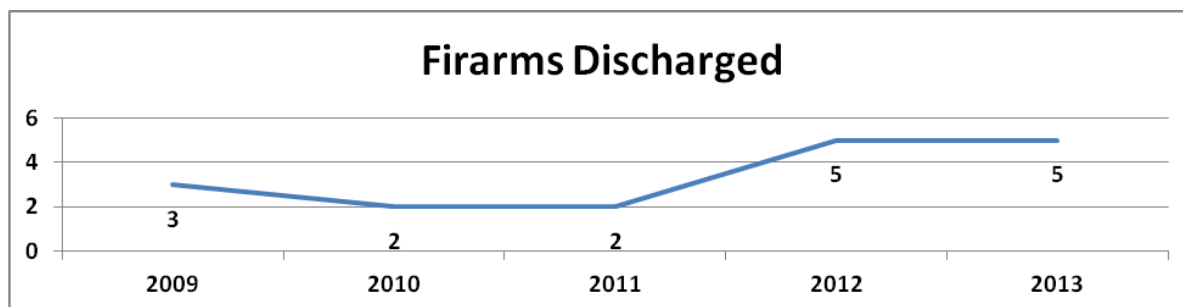


VIII. Firearms Discharged – 2013

The Internal Affairs Division conducts an investigation and/or review of each instance wherein an officer discharges his/her firearm in other than a training environment. In 2013 there were five (5) occurrences involving nine (9) officers. In three of these cases the officer discharged their weapon to euthanize an injured deer that had been struck by a vehicle.

In cases involving an on-duty officer who has discharged their firearm and one or more bullets make contact, however slight, with a human being, the Washoe County Officer Involved Shooting Protocol will be followed. A non involved agency detective division will conduct the criminal investigation in the same manner as an incident not involving an employee. The goal is to determine whether a crime has been committed, identify the person(s) responsible, and prepare an investigation of the incident for review by the District Attorney. The criminal investigation is normally completed before the other types of administrative investigations and its result is available for use in the administrative investigations.

Firearms Discharged				
2009	2010	2011	2012	2013
3	2	2	5	5



IX. Pursuits/Traffic Crashes

The Reno Police Department recognizes that the preservation of life and public safety is more important than either property or the immediate apprehension of non-violent criminals. However, enforcement of the law may necessitate the initiation of a vehicle pursuit in order to apprehend violators.

Officers may pursue a suspect when they reasonably believe the suspect has committed a felony or poses an immediate threat to human life. Unless exigent circumstances exist, officers will normally not pursue a suspect who has committed a misdemeanor crime. Officers must articulate justifiable cause necessitating immediate apprehension of the suspect when pursuing for any offense.

Officers must also take into consideration numerous factors before initializing a pursuit; i.e., pedestrian traffic, time of day, traffic conditions, weather conditions, and if the identity of the subject, who is being pursued, is known. All information known at the time the pursuit is engaged in is included in a pursuit report. During a pursuit, officers will not be relieved from the duty to drive with due regard for the safety of all persons, nor are they protected from the consequences of reckless disregard for the safety of human life and property.

In addition to pursuits involving police vehicles, the department has every traffic collision involving a police vehicle investigated, including those where the police vehicle was unoccupied. The department follows a county-wide inter-agency protocol involving employee involved traffic accidents. This protocol dictates that an outside agency conduct an impartial criminal investigation of officer involved accidents that involve other occupied vehicles; this protocol is in compliance with NRS 289.095. The Reno Police Department will investigate their own officer involved accidents when no other outside agency is available. The Reno Police Department will also investigate officer involved accidents that involve only damage to property.

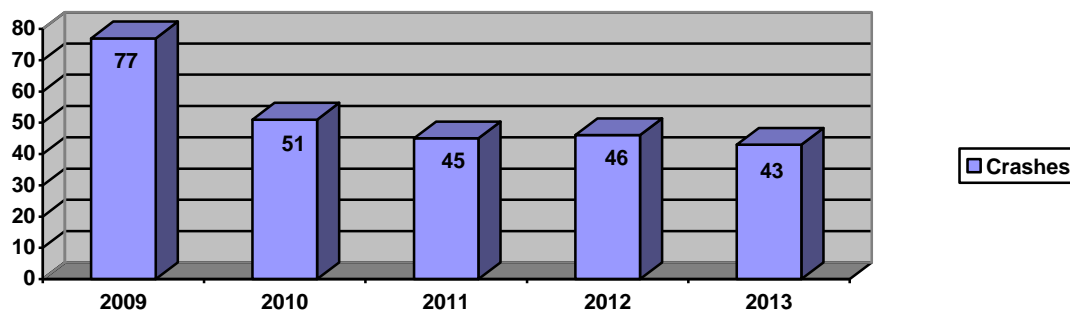
Aside from the “traditional” traffic crash investigation, the department also conducts its own internal administrative crash investigation to determine if the employee violated departmental policy before, during or after the crash. In cases where an employee violated policy, the employee is subject to disciplinary measures and their case/crash will be submitted to the Disciplinary Review Board. A thorough review of all traffic accidents allows the early identification of driving trends or training needs with an ultimate goal of reducing traffic accidents.

Again, the Internal Affairs Division is the central collection point for all pursuit and traffic accident reports. A thorough review of all pursuit and traffic accidents reports allows the early identification of driving trends or training needs with an ultimate goal of operating vehicles in the safest manner possible.

X. Employee Involved Traffic Crash Overview – 2013

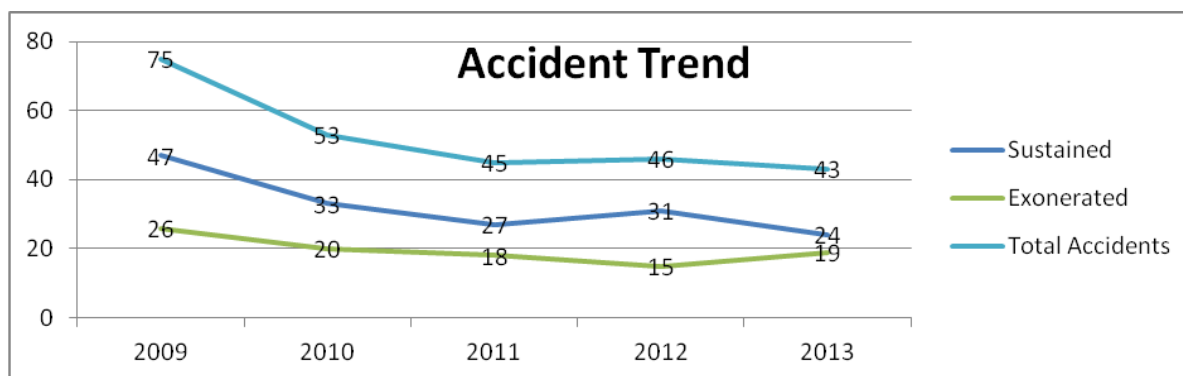
The Reno Police Department operates a fleet of approximately 242 motor vehicles. During 2013, employees of the Reno Police Department were involved in a total of 43 traffic crashes.

Reno Police Department Employee Traffic Crashes				
2009	2010	2011	2012	2013
77	51	45	46	43

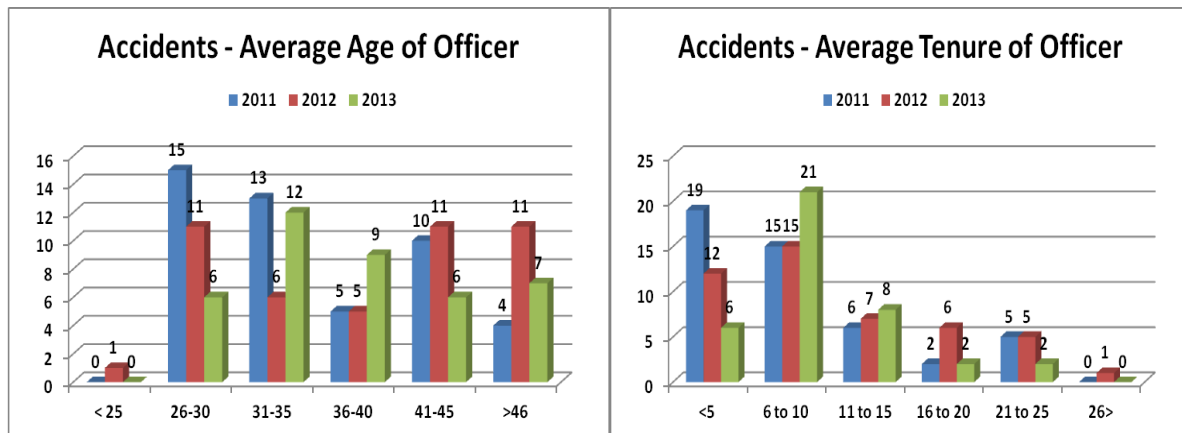


Any time a Reno Police Department employee is the driver of a vehicle that is involved in a crash, the accident is investigated criminally by another law enforcement agency. The Reno Police Department also conducts an internal investigation into the possibility of a policy violation. This includes any incident involving a motor vehicle in motion that causes some form of property damage. Investigations are completed by their direct supervisor.

As noted by the accident trend graph, total number of accidents has continued to decline over the past 5 years and the number of sustained accidents over the same time period has declined by 7 % over the last 5 years.



Traffic Crashes – Age of Involved Employees						
Age	2011		2012		2013	
25 years and younger	0	0%	1	2%	0	0%
26-30 years	15	32%	11	24%	6	15%
31-35 years	13	27%	6	13%	12	29%
36-40 years	5	10%	5	11%	9	22%
41-45 years	10	21%	11	24%	6	15%
46 years and older	4	8%	11	24%	7	17%
Traffic Crashes – Length of Service ¹						
Tenure	2011		2012		2013	
5 years or less	19	40%	12	26%	6	15%
6-10 years	15	32%	15	33%	21	51%
11-15 years	6	13%	7	15%	8	20%
16-20 years	2	4%	6	13%	2	5%
21-25 years	5	10%	5	11%	2	5%
26 years or more	0	0%	1	2%	0	0%

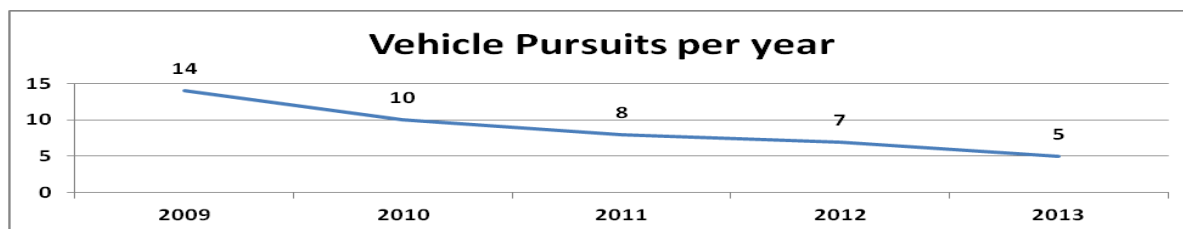


XI. Vehicle Pursuit Overview – 2013

Departmental policies outline procedures to clarify responsibilities in vehicle pursuits from initiation to termination. Decisions to initiate, continue, or discontinue a pursuit require the evaluation of many factors, to include the nature of the offense(s), environmental conditions, and to the overall safety of the public. Any deviation must be fully justified in writing by the officer/supervisor involved. These procedures are to be followed as a general rule, although the facts and circumstances of a particular situation may require a different response. The decision to pursue will be limited to the facts known at the time. The ultimate responsibility for a vehicle pursuit or legal intervention lies with the officer/supervisor involved.

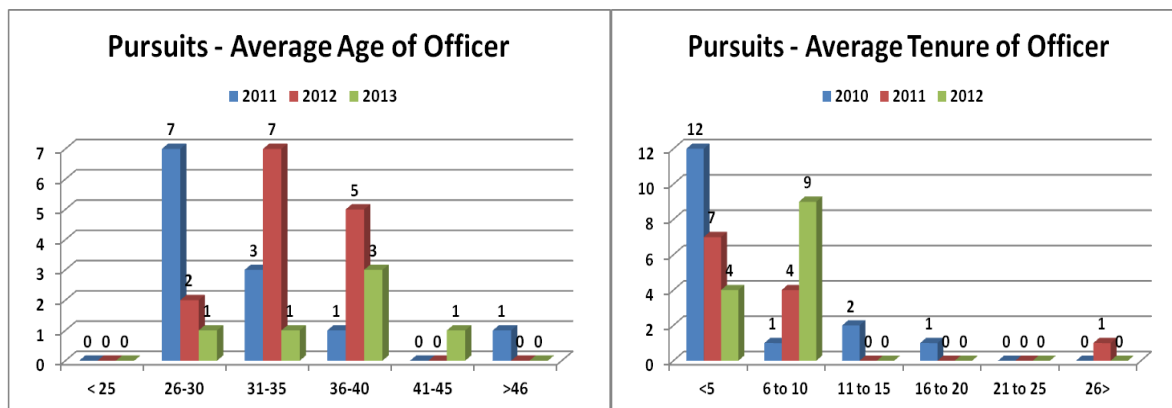
Officers may pursue a suspect when they reasonably believe the suspect has committed a felony or poses an immediate threat to human life. Unless exigent circumstances exist, officers will normally not pursue a suspect who has committed a misdemeanor. Officers must articulate justifiable cause necessitating immediate apprehension of the suspect when pursuing for any offense.

Vehicle Pursuits 2009-2013				
2009	2010	2011	2012	2013
14	10	8	7	5



Reasons for Vehicle Pursuits								
	2010		2011		2012		2013	
# Pursuits	10		8		7		5	
# Officers Involved	13		12		13		6	
# Crashes During	7		3		1		1	
# Aborted/Cancelled	3		2		3		3	
Felony Crime	4		3		4		3	
Traffic Offense	4		2		1		2	
Wanted Subject	0		1		1		0	
Misdemeanor Crime	1		1		0		2	
Other	1		0		1		0	
Vehicle Pursuits – Age of Involved Employees								
Age	2011		2012		2013			
25 years and younger	0	0%	0	0%	0	0%		
26-30 years	7	58%	2	13%	1	17%		
31-35 years	3	25%	7	44%	1	17%		
36-40 years	1	8%	5	31%	3	50%		
41-45 years	0	0%	0	0%	1	17%		
46 years and older	1	8%	0	0%	0	0%		
Vehicle Pursuits – Employee’s Length of Service								
Tenure	2011		2012		2013			
5 years or less	7	58%	4	25%	1	17%		
6-10 years	4	33%	9	56%	3	50%		
11-15 years	0	0%	0	0%	1	17%		
16-20 years	0	0%	0	0%	1	17%		
21-25 years	0	0%	0	0%	0	0%		
26 years or more	1	8%	0	0%	0	0%		

* numbers may not equal actual number of pursuits do to more than one occupant in vehicle.



XII. Personnel Early Intervention System

The Reno Police Department utilizes a Personnel Early Intervention System (EIS) to provide for the timely, systematic review of significant events involving agency employees; and to enable the agency to exercise its responsibility to evaluate, identify, and assist employees who exhibit signs of performance and/or conduct related problems.

Early Intervention Systems began to emerge in the late 1970s as a crisis management response to public concern over police abuse of force. In 1981, based upon hearings regarding three (3) major cities, the United States Commission on Civil Rights recommended that all departments establish similar systems and in the late 1990s, Early Intervention Systems emerged as a “Best Practice” with regard to police accountability. Since 1997, Early Intervention Systems have been included in consent decrees and memoranda of understanding settling law suits brought by the Civil Rights Division of the United States Justice Department under the “pattern or practice” clause of the 1994 Violent Crime Control Act.

A comprehensive Early Intervention System is intended to assist police supervisors and managers in identifying officers and other employees whose performance warrants review and, where appropriate, intervention in circumstances that may have negative consequences for the employee, fellow employee, the agency, and/or the general public.

The Reno Police Department has had Early Intervention System in place since 2000, however it was formally adopted and placed into use on May 5, 2005. The department has taken the initial concept of the Early Intervention System and has expanded its use and role to include each of the following:

- To identify an officer at-risk of violating policy
- To identify training issues
- To identify policy concerns
- To assess Departmental performance
- To identify inadequate supervision
- To identify an officer having personal problems
- As a Risk Management tool

The Internal Affairs Division serves as the coordinator of the Personnel Early Intervention System and is responsible for maintaining a system for collecting, tracking, and reporting on certain target data for each agency employee. Currently the following criteria are considered risk indicators and will be reviewed on an ongoing basis in order to identify employees with potentially problematic behaviors who are in need of intervention efforts:

- Use of Force Reports

- Departmental Vehicle Accidents
- Pursuits
- Negative Performance Evaluations
- Internal Affairs Investigations (Internal & External)
- Civil Suits

The following initial thresholds have been established by the Department as requiring EIS notice to the relevant supervisors of an employee who has been the subject of or involved as a principal participant in:

- Two or more citizen complaints in a twelve month period, or
- Three or more Administratively Directed Investigations in a twelve month period; or
- Three or more use of force incidents in a twelve month period;
- Two or more pursuits in a twelve month period; or
- Three or more vehicle collisions in a twelve month period; or
- Three or more total targeted incidents in a twelve month period.

Upon an employee reaching one of these thresholds, an alert notice is generated and sent to the employee's direct supervisor and division lieutenant. EIS notices require that the employee's immediate supervisor and division lieutenant meet to conduct a preliminary review of the EIS data, as well as other recent employee performance related information. Based on this preliminary review, the employee's supervisor and division lieutenant will determine whether a formal review is needed.

If a formal review is needed, such review will include a meeting with the affected employee in an attempt to determine if any formal intervention procedures are necessary. Any subsequent courses of action will be determined and established by the employee's supervisor and division lieutenant with input from identified employees. The formal intervention process is non-disciplinary in nature.

XIII. Personnel Early Intervention System Overview – 2013

See Section VI for a full discussion of the Personnel Early Intervention System and Alert thresholds.

Personnel Early Intervention System Alerts INDIVIDUAL INCIDENT Type Alert			
	2011	2012	2013
Number of Officers with 7 Alerts	0	1	0
Number of Officers with 6 Alerts	1	2	1
Number of Officers with 5 Alerts	0	1	2
Number of Officers with 4 Alerts	3	2	6
Number of Officers with 3 Alerts	4	6	11
Number of Officers with 2 Alerts	8	12	10
Number of Officers with 1 Alert	29	19	17
Total of INCIDENT type alerts	75	93	110

Personnel Early Intervention System Alerts OVERALL Type Alert			
	2011	2012	2013
Number of Officers with 9 Alerts	0	0	0
Number of Officers with 8 Alerts	0	0	0
Number of Officers with 7 Alerts	0	0	0
Number of Officers with 6 Alerts	0	1	0
Number of Officers with 5 Alerts	2	1	0
Number of Officers with 4 Alerts	1	2	0
Number of Officers with 3 Alerts	0	0	3
Number of Officers with 2 Alerts	5	5	2
Number of Officers with 1 Alert	5	4	13
Total of OVERALL type alerts	29	33	26

XIV. Trends

As previously indicated, the data in this report serves several purposes. It is presented to more fully inform the citizens of Reno of a key aspect of a strong police/community relationship. The Department believes an informed community will be more understanding of the difficult and critical role a police officer must fulfill. The overall goal of the Reno Police Department is to provide efficient, effective and professional police service to our citizens. As part of this goal, the data provided in this report is reviewed for trends that may be impacted by various responses of the police department such as training and education.

Overall the trending pattern shows as expected, with the majority of occurrences, in any category, are predominantly the 6-10 year tenure group which comprises just over half of the departments total sworn officers (51%). This is followed by the 0-5 year tenure (27%) and 11-15 year tenure (13%) respectively.

Years of Service – All Incident Totals Per Year						
	2011		2012		2013	
Years of Service	Total	Percentage	Total	Percentage	Total	Percentage
0-5	169	57%	107	32%	77	27%
6-10	71	24%	122	43%	148	51%
11-15	25	9%	30	9%	38	13%
16-20	12	4%	31	9%	12	4%
21-25	15	5%	23	7%	14	5%
26+	2	1%	1	0%	1	0%
Total	294	100%	334	100%	290	100%

There are several items of note:

- While formal complaints have remained fairly consistent the informal complaints continue to trend down.
- Administratively Directed Investigations dropped 64% in 2013 from 2012. There was an anticipated drop in ADI's for 2013 in the wake of a series of major investigations in 2011 and 2012. Over the next year this number should continue to balance out and become consistent with the historical average.
- Vehicle accidents stemming from sustained policy violations continue to decline and accidents overall have remained consistent for the past three years. During this year there were a series of accidents involving officers clearing intersections while responding code 3. The training division and EVOC instructors were advised and will provide department-wide update training.
- Vehicle pursuits continue to decline. This can be accredited to the change in culture over the last 10 years in policing, recognizing the inherent dangers of police pursuits. As we can see the majority of officers on the Reno Police

Department have 10 years or less, these restrictive pursuit policies are now the cultural norm.

By reviewing the trends presented during the preceding year we can:

- Review policy and procedure for potential changes
- Update in-service training programs
- Research education and training programs that may better prepare our officers for the ever changing environment in which they work.

The Reno Police Department's training division is constantly reviewing the information obtained through the IA process as the impetus for program improvements. Our current training practices continue to be modified in an effort to provide officers with an opportunity to experience, in a controlled environment, situations that replicate what other police officers nationwide have encountered. It is also a fundamental desire to improve our service to the community and to foster as safe a work environment as possible for our employees.

Years of Service - All Incidents 2013						
Years of Service	Citizen Complaints	Administrative Directed Investigations	Use of Force Incidents	Traffic Crashes	Vehicle Pursuits	Total
0 – 5	0	4	66	6	1	77
6 – 10	2	6	116	21	3	148
11 – 15	1	2	26	8	1	38
16 – 20	1	3	5	2	1	12
21 – 25	3	4	5	2	0	14
26+	0	1	0	0	0	1

* Incident totals may not be the same due to number of officers involved vs. total incidents.

ADDENDUM A

Complaint/Concern Reporting Procedures

What is a Concern? *Using the Citizen Suggestion Line*

You may have had contact with a Police Department employee during which you felt their demeanor or actions, in your opinion, were questionable, but do not necessitate a formal complaint. You still feel the need, however, to discuss the employee's behavior with us, without the need for additional involvement.

The Reno Police Department maintains a citizen suggestion line if you would like to simply offer your opinion of police operations, ask a question, or address a concern. This can even be done anonymously if you prefer. Call 775-334-4636 to leave a voice mail message on the Reno Direct line or by going to renodirect@cityofreno.com. Messages are reviewed on a daily basis.

What is a Procedural Question?

There are times when the actions of an employee may appear inappropriate, but are procedurally and legally correct. These procedural questions often arise if a person is stopped and questioned, or may deal with issues of search and seizure or self-incrimination warnings (Miranda admonishments). You are invited to ask questions about these types of issues, and we will try to respond quickly to your inquiry. Ask your question by leaving a voice mail message on the Reno Direct line of 334-4636 or contacting an on-duty Patrol Supervisor or Watch Commander by calling Dispatch at 775-334-2121.

What is a Complaint?

A complaint is an allegation of circumstances amounting to a specific act, or omission, which if proven true would amount to misconduct. It is an expression of dissatisfaction with a policy, procedure, practice, service level or legal standard.

Who May Make a Complaint?

Any person who witnessed an incident, who feels that the Police Department has treated him or her in an adverse manner, or has direct or well-founded knowledge of inappropriate actions by any Department employee, may make a complaint.

How Do You Register a Complaint, Concern, or Compliment?

A complaint, compliment or concern may be made verbally or in writing at any time of the day or night to any police supervisory personnel. Usually, an explanation of the situation in person, by telephone, or via e-mail is all that is needed to initiate a review or investigation of the matter. During business hours, if you visit the Police station, you will be referred to an on-duty Watch Commander or a Patrol Supervisor. If you wish to call, you can use:

Dispatch non-emergency number, 775-334-2121, 24 hours a day, and ask for the on-duty Patrol Supervisor or Watch Commander;

or logon to <http://www.reno.gov/government/departments/police>

Complaints may also be made in person or phone to any of the following locations:

Internal Affairs Office
Reno City Hall
1 East 1st Street
Suite 1111
(775)334-2106
Open: Mon-Fri 7:30 a.m. to 4:30 p.m.
iaconcerns@reno.gov

Main Police Station
455 E. 2nd Street
(775)334-2175
Open: Mon-Fri 8 a.m. to 5 p.m.
[Directions](#)

Citi Center Substation
333 N. Center Street
(775) 689-2960
Open: Tues-Thurs 10 a.m. to 5 p.m. for telephone and walk in reports
[Directions](#)

Neil Road Substation
3905 Neil Road (in Miguel Rivera Park)
(775) 334-2550
Open: Tues-Thurs 10 a.m. to 5 p.m. for telephone and walk in reports
[Directions](#)